

PROJECT STATUS REPORT



To:	Sharon Novak	Date: Jan 20, 2006	Y	N
Client:	WA Office of Financial Management			
Project Name:	Grants, Contracts Loans Feasibility Study	On Schedule:	Y	
Prepared By:	Carol Baque	Within Budget:	Y	
Period Covered:	Jan 16, 2006 – Jan 20, 2006	Change of Scope:		N

Activities Completed – Covered Period:

Set interview schedule for all remaining requirements interviewees; Seattleites will be by phone

Interviewed for requirements:

Daniel Steinborn (EPA)

John Toohey, Cindy Trambitas, Cairn Steele, Sheila Lee-Johnson, Dana McInturff (CTED)

Allen Schmidt (OFM technical requirements)

Bruce Crawford (IAC)

Scott Came (DIS Enterprise Architecture)

Marijo Olson, Stephen Buxbaum, Kelley Snyder (CTED)

Dave Peeler and Cullen Stephenson (ECY)

Delivered first draft of first deliverable: Project Plan document, with schedule and Deliverable

Expectation Documents for all deliverables; reviewed with User Group; revised and re-distributed

Began draft of Requirements document

Began research on alternatives for Business Case: SAP modules and licenses; PRISM functionality and cost; Best of Breed websites and Gartner studies; Custom Build – preparation for function point count

Compiled questions for Kreighan and Del on current agency costs and benefits

Updated up project website

Activities Planned - Next Period:

Complete requirements interviews:

Rick Seaborne (EPA)

David Foster (HUD)

Tim Sovold (Housing Finance Commission)

Begin drafting use cases for Requirements document

Begin draft of Business Case document

Update project website

Update project plan

Deliverable Status:

Deliverable	Status	Completion / Approval Date
Project Plan Document, Schedule, DEDs	Completed	1/20/06 /
Definition of Requirements		
Business Case Preliminary Statement		
Business Case Document		
Alternatives Analysis & Recommendation		
Solution: Conceptual Design		
Solution: Work Plan		
Solution: Risk Plan		

Issues/Notes:

Management Action Required:

Attached Documents:





Sierra Systems

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